MINUTES OF THE BOARD OF TRUSTEES
OF BARADENE COLLEGE OF THE SACRED HEART
MEETING HELD MONDAY 15 JUNE 2026
AT 6:00PM IN THE BARADENE COLLEGE BOARDROOM

PRESENT: Liz O'Neil (Acting Chair), Sister Elizabeth Snedden, Alexandra Russell, Richard James, Gabrielle Smyth, Catherine Ryan, Ruth Sio-Lokam, Simon Lapthorne, Fergus Lee, Francesca-Lee Asiata, Justin Luen (Online)

1.PRAYER

2. Faculty Report – Student presentation on Sacred Heart Conference

Francesca-Lee Asiata and two other Year 12 students attended the Sacred Heart Conference in Sydney (4 to 6 June) and presented on their experiences. They outlined the structure of the conference, and the human rights focus of the student programme. They noted the importance of continuing to be involved with the social justice groups run at Baradene that support the vulnerable in the community. They enjoyed meeting other students from the Australian schools and feeling at home in the Sacred Heart environment at Kincoppal Rose Bay.

Student Report – Francesca-Lee (Frankie) Asiata

Frankie presented her student report. She spoke of the events in Term 2 including: Feast of St Madeleine Sophie Barat, Year 13 Pink Ribbon Breakfast, Young Free and Pacific event, Candlelight, the Lantern Procession for Year 13 students and the Velocity Dance Competition. Frankie listed the NZ representatives in various sporting codes. Frankie honoured Sister Anne and her impact on Baradene students.

3. Formation and Reflection

Formation – John Mooney

John shared a reflection on Sophie's Gift and unpacked Sophie's vision for Sacred Heart Schools which is centred around education and for humanity to know God's love. John noted the aspect of discernment for the Board through contemplative sensitivity to become self-aware and aware of others. John provided questions to help us to become aware. He noted the importance of having a heart for the poor and humanity. The heart of the mission is to reveal and discover the love of Jesus and share it with others.

Reflection – Liz

Liz shared a reflection by Pope Leo on the encyclical letter "Magnifica Humanitas - safeguarding the human person in the time of Artificial Intelligence". Liz noted that the essay is not a call to reject AI but to harness it and use AI in a way that serves human dignity and for the benefit of the common good. She noted the summary points raised: human dignity at the centre, governing AI ethically, protecting truth, work and freedom, resisting domination and violence and building a civilisation of love grounded in the gospel. The board members read sections from the encyclical relating to schools and education.

4. ADMINISTRATIVE MATTERS

4.1 **Present**: See above.
4.2 **Apologies**: Gill Chappell (Chair)
4.3 **Declarations of Interest**: No changes noted (reminder to send changes to Donna).

5. REVIEW

5.1 Principal's Report – Alexandra Russell

Alex highlighted various areas of interest from the Principal's Report including:
- Sacred Heart Conference. Alex noted the virtual exchange programme and ANZNET reciprocal exchange programme. This week the school hosted students from Sydney, Melbourne and Brisbane.
- Noted the ASIANZ network meeting. Sister Elizabeth explained that ASIANZ contains two provinces – NEANZ and the wider Asian countries (including India and Philippines).
- Alex noted that 43 students who received their first Holy Communion Feast of the Sacred Heart. Noted work done by Catherine Everitt and promotion of Sacramental Programme at the Welcome Mass.
- Noted that Sister Elizabeth had spoken to the whole school at a reflection for Sister Anne
- The International student report was noted.
- Attendance has been a big focus with excellent work from HR teachers and Deans.
- Noted delegations approved at the first meeting in regard to the Acting Principal while Alex is away.
- The teacher trainee programme was discussed.

Liz proposed that Board approves the June Principal's report. Second by Fergus. All in favour.

5.2 **2026 Annual Plan** – noted.
5.3 **SchoolDocs Policies** – noted at last meeting.
5.4 Student Report – Francesca-Lee Asiata – see above
5.6 Special Character Committee Report – Catherine

Minutes were taken as read. The Sacramental Programme is strong and acknowledged the work of Catherine Everitt. Noted that the committee is looking at "good aid" principles and the charities supported by the school.

Catherine proposed that the Board accepts the Special Character Committee Report. Second by Gabrielle. All in favour.

5.5 Finance Committee Report – Liz
Noted the finalisation and submission of the 2025 audit report had been completed. Noted the audited financial statements included in the papers and include the consolidated Growing Heart financial statements. Action points from the audit also included. April 2026 financial statements show that the school continues to track ahead of budget and forecasts. Noted cash resources and tracking of portal payments.
Liz proposed that the Board accepts the Finance Committee Report. Second by Richard. All in favour.

5.7 Health, Safety & Sustainability Committee Report – Simon Lapthorne
Health & Safety minutes were taken as read. Overseas trip policy to be approved/adopted with review at Strategic Planning Meeting. Health & Safety Report discussed and noted that audit was commissioned as part of the role of Health & Safety Committee to review H&S processes as part of a regular process. A table of action points addressing the report had been created by Simon/Sue Hurring. Sue will give H&S update at next Board Meeting. Duke of Edinburgh (DOE) incident discussed and H&S considerations in relation to the school's involvement/Board's role with DOE. **Action**: Sue to give H&S update at next meeting. Further discussion on school's involvement/Board's role with DOE programme. Further data required on incidents.
The EOTC trips listed in the Principal's report were reviewed and discussed.
- Simon proposed that The Duke of Edinburgh – Silver Qualifying Journey 14 – 16 Aug, and Duke of Edinburgh – Gold Qualifying Adventurous Journey 31 July – 3 Aug trips are approved subject to confirmation of accommodation arrangements. Second by Justin. All in favour.
- Simon proposed that the NZSS Orienteering Championships 15-18 July, NZSS Rogain Championships 19 July, NZSS Cross Country Championships 20 to 21 June, NISS Cycling Road Championships 4 to 5 July, NISS Cycling Championships 7 to 8 July, Tiritiri Matangi Day Trip 29 July are approved. Second by Justin. All in favour.
- ***Simon proposed that the Board approves the Overseas Education Policy. Second by Sister Elizabeth. All in favour.***
Liz proposed that the Board accepts the Health, Safety & Sustainability Report. All in favour.

5.8 Property Committee Report – Ruth
The minutes were taken as read. Richard noted BCL Property matters - extra classrooms to be built and larger staffroom and library changes on Duchesne Level 3. Work to start in November through to January. Fitout to be funded by the School Board.
Liz proposed that the Board accepts the Property Committee Report. Second by Fergus. All in favour.
5.9 Policies/Strategy - Strategic Plan - Liz
The updated Governance Manual was distributed. Any further updates to be sent to Gill/Donna. **Action**: Electronic link to be sent.
Liz proposed that the Board Governance Manual is approved. Second by Simon. All in favour.

6. ADMINISTRATION
6.1 Confirmation of Minutes – minutes reviewed, no changes.
Liz proposed that minutes of the previous meeting held on* 11 MAY 2026 *are approved as a true and correct record. All in favour.
6.2 Matters Arising see Action List attached as *Appendix 1.*
- Alex distributed copies of the new report format. Noted changes including the attendance information.
- Classroom requirements had been discussed with Sarah Nightingale at BCL.
6.3 Correspondence - Taken as read. Heart magazine available.
Action: Silent Retreat programme to be sent to Board members.
6.4 Agenda Items for next meeting – send to Gill.
6.5 Reflection on Focus Goal – *Personal Growth in an atmosphere of wise freedom.*
Criteria 5.3: We provide the freedom for members of our community to develop a discerning attitude and heart so that they act wisely and learn through their experience. (*New Wording: 5.3. The Board discerns, nourishes and supports, in the light of the Mission, the education in wise freedom at Baradene).*
Reflection included: Reflections from John Mooney, students' reflection from conference, discernment on H&S regarding EOTC trips, student voice at Board meeting, student reflection on connectivity with sister schools (familiarity, connection, global perspective), Ruth reflected on another meeting where the values and focus of "For the sake of one child" had brought a wider lens to the meeting.

7. CLOSING PRAYER
Meeting finished at 8.25pm

Liz O'Neil
Acting Chair